

JOB OPPORTUNITY ANNOUNCEMENT

AMERICAN EMBASSY, BRAZZAVILLE ANNOUNCEMENT NUMBER 011-10

OPEN TO: All interested candidates
POSITION: Surveillance Detection Shift Supervisor, FSN-06; FP-8
OPENING DATE: April 23 2010
CLOSING DATE: May 7, 2010
WORK HOURS: Full-time, 40 hours/week
SALARY: Information on salary may be obtained from the Human Resources Office

NOTE: All ordinarily resident applicants must have the required work and/or residency permits to be eligible for consideration.

The U.S. Embassy in Brazzaville is seeking an individual to fill the vacant position of Surveillance Detection (SD) Shift Supervisor in the Regional Security Office.

BASIC FUNCTION OF POSITION

The Surveillance Detection Supervisor is the daily operational manager of the SD Team. The incumbent would be responsible for ensuring that all SD Specialists are properly deployed, equipped and briefed in the conduct of their duties. The incumbent also ensures that written and verbal reports from SD Specialists are thorough, accurate and submitted as well as disseminated where relevant, in a timely fashion.

QUALIFICATIONS REQUIRED

NOTE: All applicants must address each selection criterion detailed below with specific and comprehensive information supporting each item.

1. Education

Completion of Secondary School (High School Equivalent) is required.

2. Prior work experience

At least two years of Police, military or security related experience is required, with at least one year in supervisory capacity.

3. Language requirements

Level 3 (Good Working Knowledge) English ability and level 4 (Fluent knowledge) French ability are required. This will be tested.

4. Knowledge:

Thorough working Knowledge of standard surveillance and surveillance detection practices and techniques, familiarity with local traffic patterns and pedestrian behavior, as well as embassy facilities and frequently used travel routes, understanding of host country law enforcement capabilities and practices.

5. Skills and abilities

Must be able to organize, motivate, and manage a team. Must be able to instruct, orient, train SD personnel on the usage of SD equipment and guard techniques. Must be able to direct, counsel, mentor and evaluate employee performances.

SELECTION PROCESS

When equally qualified, US citizen Eligible Family Members (AEFMs) and U.S. Veterans will be given preference. Therefore, it is essential that the candidate address the required qualifications above in the application.

ADDITIONAL SELECTION CRITERIA

1. Management will consider nepotism/conflict of interest, and budget status in determining successful candidacy.
2. Current employees serving a probationary period are not eligible to apply.
3. Currently employed U.S. citizen EFM's who hold a FMA appointment are ineligible to apply for advertised positions within the first 90 calendar days of their employment.
4. Currently employed NORs hired under a Personal Services Agreement (PSA) are ineligible to apply for advertised positions within the first 90 calendar days of their employment, unless currently hired into a position with a When Actually Employed (WAE) work schedule.
5. Successful candidate must be able to obtain the required security clearance.

TO APPLY

Interested applicants for this position must submit the following or the application will not be considered:

1. Application for U.S. Federal Employment (SF-171 or OF-612) (available from the Embassy Security Post); or
2. A current resume or curriculum vitae that provides the same information as an OF-612; plus
3. Candidates who claim U.S. Veterans preference must provide a copy of their form DD-214 with their application.
4. Any other documentation (e.g., essays, certificates, awards, copies of degrees earned) that addresses the qualification requirements of the position as listed above.

SUBMIT APPLICATION TO

Management Officer

U.S. Embassy Brazzaville -Boulevard Maya-Maya

No: 70-83 sections D (Face Maternité Blanche Gomez) Bacongo, Centre-ville.

E-mail: BrazzaHRO@state.gov

PHONE: 612-2000 / 612-2073 / 612-2143

Website: <http://brazzaville.usembassy.gov/job-opportunities.html>

CLOSING DATE FOR THIS POSITION: May 7, 2010

The US Mission in Brazzaville provides equal opportunity and fair and equitable treatment in employment to all people without regard to race, color, religion, sex, national origin, age, disability, political affiliation, marital status, or sexual orientation. The Department of State also strives to achieve equal employment opportunity in all personnel operations through continuing diversity enhancement programs.

The EEO complaint is not available to individuals who believe they have been denied equal opportunity based upon marital status or political affiliation. Individuals with such complaints should avail themselves of the appropriate grievance procedures, remedies for prohibited personnel practices, and/or courts for relief.